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5 January 1955

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MEMORANDUM FOR: See Distribution

SUBJECT: CIA Briefing of the Foreign Service Inspection Corps

1. The CIA Briefing of the Foreign Service Inspection Corps has been arranged for presentation on 19 January, from 0900 to 1300 hours, in the DCI conference room, building.

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2. A copy of the briefing program and schedule is attached hereto marked Enclosure #1. A list of Department of State and Foreign Service personnel who will attend the briefing is attached as Enclosure #2. All members of the audience have been cleared to receive and handle information classified as TOP SECRET.

3. The Inspector General will meet with other speakers on the program in a group session at 0930 hours on 13 January in the DCI conference room. The purpose of this meeting is to discuss the various subjects of the briefing in terms of coverage and emphasis, and to provide the Inspector General and other speakers on the program an opportunity to check possible points of duplication of coverage in individual presentations.

4. The Director of Security will provide a representative for the entire program to deal with any security questions which may arise.

5. It should be noted that the final item on the program is a general discussion and question period presided over by the Inspector General. Individual speakers are invited to be present and remain throughout the briefing and assist the Inspector General in dealing with the discussion and question period. If this is not feasible, those who can return for the general discussion and question period are encouraged to do so.

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6. The Chief, Plans and Research Staff, Office of Training, [redacted] extension [redacted] has been designated as Project Officer for the briefing and will provide such assistance to speakers as may be required. He should be advised as soon as possible on requirements for charts or other graphic aids to be prepared or used for the briefing.

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[redacted]

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for MATTHEW BAIRD
Director of Training

Copy: DCI (*handcarried 5 Jan '55*)

Attachments:

Briefing Program and Schedule

List of Department of State and Foreign Service Personnel

Distribution:

Inspector General

Deputy Director (Plans)

Assistant Director for Communications

Director of Security

Chief of Operations, DD/P

Chief, Foreign Intelligence Staff, DD/P

Assistant to the Chief, Foreign Intelligence Staff, DD/P

Chief, Plans Staff, Foreign Intelligence Staff, DD/P

Chief, Liaison Control Branch, Foreign Intelligence Staff, DD/P

cc: DTR

CIPRS/ITR ✓

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